

UM MEMORIAL HOSPITAL FOUNDATION, INC.
Scholarship/Loan Program
Chesapeake College Associate Degree Nursing
Scholarship/Loan Application Procedures and Conditions

Purpose:

This scholarship/loan program is designated for students enrolled in the Chesapeake College/Macqueen Gibbs Willis Associate Degree Nursing (ADN) Program and may assist with tuition, books and fee costs exclusively for this program.

Procedure for Applying:

Interested students must submit a completed application and all supporting documentation, to the UM Memorial Hospital Foundation, Inc. of UM Shore Regional Health, PO Box 1846, 121 Federal St, Suite 2, Easton, MD 21601. Applications are available on our website ummhfoundation.org or by contacting UM Memorial Hospital Foundation at 410-822-1000, ext. 5792. Deadline for submitting completed application will be fourteen days after date of Chesapeake College orientation.

Supporting documentation submitted with the completed application must include:

- 1) a copy of acceptance into the ADN Program and,
- 2) a copy of the Chesapeake College Nursing Program Admission worksheet and,
- 3) a letter on a separate piece of paper, explaining:
 - a) why you want to be in the healthcare profession;
 - b) why are you a good candidate for this award;
 - c) why you want to work at Shore Regional Health; and
 - d) note any special circumstances that should be taken into consideration by the Committee and,
- 4) two (2) letters of recommendation; each letter of recommendation must also include a completed Evaluation Form with emphasis on attitude, enthusiasm, character, maturity, reliability and work ethic:
 - a) one from a mentor or teacher stating your merits as a student and,
 - b) one from a community member, friend, employer or healthcare professional expressing your personal commitments and involvements and,
- 5) proof that all clinical requirements have been completed and criminal background check cleared by all clinical facilities; this is necessary before any funding commitment will be offered.

Criteria for Selection:

- 1) The applicant must be enrolled or must have been accepted into the Associate Degree Nursing Program at Chesapeake College and
- 2) The applicant must have:
 - a) 2.5 or higher cumulative GPA with a TEAS score of 2 or better and,
 - b) 15 or greater Chesapeake College ADN program admission points

Granting the Scholarship/Loan:

- 1) The applicant will be notified in writing of all awards.
- 2) The scholarship/loan cannot exceed the tuition, books and fees required by the ADN Program each semester. Amount of award is determined by the Scholarship Committee based on number of applicants, amount of funds available at application submission, application and supporting documents.
 - a) Full tuition and fees may be awarded to an applicant with a 3.0 or higher cumulative GPA and 17 or greater admission points.
 - b) Full tuition and partial fees may be awarded to an applicant with cumulative GPA between 2.5 and 2.9, and 15 or greater admission points.

Accepting the Award:

- 1) The recipient upon accepting the award:
 - a) will sign a legally binding contract (Student Loan Agreement, Promissory Note and Guarantee) agreeing to successfully complete the nursing program and,
 - b) must participate in UM Shore Regional Health's collegiate nurse program (per diem) after second semester of the ADN program and,
 - c) take and pass the licensing exam for registered nursing and,
 - d) seek and accept employment as a RN at UM Shore Regional Health (UMSRH) and continue employment for a specified period of time as determined by the work commitment associated with the assistance received from UM Memorial Hospital Foundation Scholarship/Loan Programs. The Student Loan Agreement, Promissory Note and Guarantee are completed one time with the first application process. The work commitment section is updated each term.
- 2) At the beginning of each semester, when the recipient accepts the assistance, he/she signs a "Schedule of Advances" which indicates the amount being awarded and the work commitment for that semester's award. If the recipient complies with this contract time period, the contract is fulfilled. The recipient will always be aware of the cumulative amount of time he/she has agreed to work for this assistance.

- a) The work commitment, which is in lieu of repayment of the award, requires the recipient/student to work as a full-time RN, minimum of 72-80 hours per 2-week pay period, one full year (12 months) or as a part-time RN, minimum of 40-46 hours per 2-week pay period, two full years (24 months) for each academic year the student receives tuition and fee payment.
- 3) Upon completion of the ADN program, the applicant must submit proof of graduation/completion along with an official transcript received directly from Chesapeake College registrar to UM Memorial Hospital Foundation, Inc.
- 4) Upon completion of the licensing exam for registered nurse, the applicant must provide proof of license to UM Memorial Hospital Foundation, Inc.
- 5) **Upon completion of the UMSRH employment application process, if UMSRH makes an offer of employment, the Student shall accept such offer and remain employed by UMSRH for a period of twelve (12) months for full-time employment or a period of twenty four (24) months for part-time employment for each academic year she/he receives scholarship/loan funds as described above in 2) a).**
- 6) **If the Student does not accept an offer of employment from UMSRH, she/he will be required to repay (without interest) to the Foundation all scholarship/loan funds received for the tuition and fee costs associated with the ADN program.**
- 7) If the Student does not receive an offer of employment from UMSRH, the loan will be forgiven if they provide evidence of accepting a RN position elsewhere.

Maintaining the Scholarship/Loan:

- 1) Cumulative GPA will be reviewed at the end of each semester; if an awarded student increases their GPA to 3.0 or higher and if funding is available, student will be eligible for an increase in scholarship assistance. The student must maintain a 3.0 or higher GPA to continue to receive full tuition and fees.
- 2) The fund may not assist with the payment of a nursing course, which the student is taking for the second time, regardless of the reason.
- 3) It will be the responsibility of the applicant to submit a copy of their registration and semester bill to UM Memorial Hospital Foundation.
- 4) Payment of the tuition, books and fees award will be made to Chesapeake College per semester.

- 5) The Student must submit a copy of each semester's final grades to UM Memorial Hospital Foundation within one week of posting of the grades.
- 6) Failure to achieve a 2.5 or higher cumulative GPA to maintain your scholarship eligibility for tuition and books will result in scholarship probation and full repayment of the tuition and fees of the course failed based on the timeline as indicated in the signed contract.

Repayment of a Scholarship/Loan Award:

- 1) A scholarship/loan recipient will be required to repay the total tuition and fees received from the fund, without interest, in the event that:
 - a) The recipient does not graduate from the ADN program or pass the RN licensing exam.
 - b) The recipient fails to seek or adhere to the hiring process, and/or accept employment if offered as a registered nurse at UMSRH upon the completion of the nursing program.
 - c) The recipient fails to honor the total work commitment as agreed to in the contract.

